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**A G E N D A**

**MEETING NO. 1**

**22 DECEMBER 1954**

**STEERING COMMITTEE FOR THE DEVELOPMENT OF "DEFINITIVE" PLANS  
FOR A PERMANENT HEADQUARTERS BUILDING**

- Item I. Current Status of the Selection of a Site. --- Presented by Chief, Real Estate and Construction Division, Logistics Office.**
- Item II. Preparation of Preliminary Plans. --- Presented by Chief, Real Estate and Construction Division, Logistics Office.**

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**LIST OF MEMBERS**

<b>Deputy Director (Administration)</b>	<b>Chairman</b>
<b>Deputy Director (Intelligence)</b>	<b>Member</b>
<b>Deputy Director (Plans)</b>	<b>"</b>
<b>Inspector General</b>	<b>"</b>
<b>Assistant Director for Communications</b>	<b>"</b>
<b>Director of Training</b>	<b>"</b>
<b>Assistant Director for Personnel</b>	<b>"</b>
<b>General Counsel</b>	<b>"</b>
<b>Director of Security</b>	<b>"</b>
<b>Comptroller</b>	<b>"</b>
<b>Chief of Logistics</b>	<b>"</b>
<b>Chief, Management Staff</b>	<b>"</b>
<b>Chief, Real Estate and Construction Division, Logistics Office</b>	<b>Secretary</b>

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**ITEM I**

**SITE SELECTION**

**A. PROBLEM:**

1. To select an adequate site and to obtain necessary approval for its use for our permanent headquarters facilities.

**B. DISCUSSION:**

1. Preliminary surveys have been made of available sites on Government-owned property within ten miles of the White House. The property now occupied by the Bureau of Public Roads Research Centre, Langley, Va., within  $7\frac{1}{2}$  miles of the White House, appears to be the most desirable of these sites.

2. Preliminary discussions with the Public Roads Administration indicate that they would be agreeable to releasing sufficient acreage to us for our requirements. A brief study of the area indicates that the topography would be suitable for the construction of our facilities and that utilities (water, electricity, and sewage disposal) would be available with a reasonable expenditure of funds.

3. There are two conditions that might preclude the use of this site:

- a. The current policy of the Office of Defense Mobilization requires that new construction of Government buildings be dispersed at least ten miles beyond the perimeter of an urban target area.

- (1) A waiver of this requirement has been requested of the Office of Defense Mobilization by the DCI. To utilize this site for our headquarters facilities we would need the approval and/or assistance of the following:

- (a) Office of Defense Mobilization
- (b) National Capital Park and Planning Commission
- (c) General Services Administration
- (d) Congressmen from Virginia
- (e) Board of Supervisors, Fairfax County, Va.

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Preliminary discussions have been held with most of the above on this matter.

b. The present highway approaches to the site would be inadequate for our needs.

(1) Leesburg Pike leading to the site from Chain Bridge, Canal Road, (on the District side of the bridge) and Chain Bridge itself would be inadequate to accommodate the traffic flow that would be generated by our use of this site. However, the planned major highway development in this area, when constructed, would provide adequate facilities for our needs. The construction of the Geo. Washington Memorial Highway from Spout Run to the Research Centre and improvement of Leesburg Pike to the site prior to the completion of our headquarters facilities would be absolutely essential. Improvement of Canal Road and the construction of Route 240 to the Memorial Highway would be highly desirable. To insure the timely construction of these roads we would need the approval and/or assistance of the following:

- (a) Department of Interior.
- (b) National Capital Park and Planning Commission.
- (c) Public Roads Administration.
- (d) Virginia Department of Highways.
- (e) Maryland Department of Highways.
- (f) Board of Supervisors, Fairfax County, Va.

Preliminary discussions have been held with most of the above on this matter.

#### C. RECOMMENDATIONS:

1. That continuing effort be made to secure the early approval of the Office of Defense Mobilization of our use of the Langley site.
2. That after approval of the Office of Defense Mobilization has been obtained, we secure the release of the necessary acreage from the Public Roads Administration and the National Capital Park and Planning Commission.
3. That continuing efforts be made to insure timely construction of the Geo. Washington Memorial Highway and accomplishment of necessary improvement of existing highways to the site.

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## **ITEM II**

### **PREPARATION OF PRELIMINARY PLANS**

#### **A. PROBLEM**

To develop preliminary plans for the Headquarters facilities.

#### **B. DISCUSSION**

1. The preparation of plans and specifications for a project of this sort would be divided into two distinct phases:

Phase A. Preparation of preliminary plans.

Phase B. Preparation of detailed plans and specifications.

Preliminary plans (Phase A) would be based on "definitive" plans prepared by this Agency. These "definitive" plans would be developed by the Real Estate and Construction Division, Logistics Office, from lists of requirements submitted by the various components of the Agency on forms prepared by the Real Estate and Construction Division, Logistics Office.

2. The responsibility for the development of complete plans and specifications would be contingent upon the method of funding approved by the Bureau of the Budget for our project. If the project is approved and funded as an item in the Department of Defense Budget, the responsibility for the development of plans would be ours. However, should the project be approved and funded as a lease-purchase project, the responsibility for the development of plans and specifications would belong to the Administrator of General Services.

3. While we have enabling legislation in the amount of \$38 million for our project as a Department of Defense item, we should secure the approval of the Bureau of the Budget for inclusion of our project in the Fiscal Year '56 program prior to initiating development of preliminary plans. If funds are available from our own sources we could then proceed with the development of preliminary plans. These plans would normally be prepared by the Public Buildings Service, at our request, either by the Public Buildings Service or by an Architect-Engineer engaged for that purpose. It is believed that the latter course would be pursued and we could expect to participate in the selection of the Architect-Engineer. We feel that it would be desirable to use the same Architect-Engineer for the preparation of both the preliminary and the detailed plans and that the Architect-Engineer selection for Phase A should be made accordingly.

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4. Should the project be approved as a lease-purchase project, the preparation of preliminary plans and estimates would then be the responsibility of the Administrator of General Services. This fact might lessen to some degree the control we could expect to exert over the selection of an Architect-Engineer and the building design.

5. Lease-purchase legislation is not intended to constitute a substitute for normally appropriated construction and would be used when there is no prospect of direct appropriation within a reasonable period of time. In view of this and since we now have as a Department of Defense item enabling legislation for our project, it is felt that efforts would first have to be made to secure a lump-sum appropriation. Should this method be disapproved, we should then request Bureau of the Budget approval of a lease-purchase project.

#### C. RECOMMENDATIONS

1. That information required from all components of the Agency be prepared in accordance with instructions furnished by the Real Estate and Construction Division, Logistics Office, and submitted to that Division not later than 28 January 1955.

2. That the preparation of "definitive" plans be initiated by the Real Estate and Construction Division, Logistics Office.

3. That the Comptroller and the General Counsel provide guidance on procedure to be followed to obtain Bureau of the Budget approval including funding method to be employed.

Enclosures: Instructions for submission of space requirements, with attachments.

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